



**City of Port Washington Parks & Recreation Department
Job Announcement**

**Men's Basketball Score Keeper
Seasonal Position**

POSITION SUMMARY

The Men's Basketball Score Keeper is responsible for score keeping for the Men's Basketball League.

MAJOR POSITION DUTIES

1. Arrive at least 15 minutes prior to league time. Punch in on smart-phone app.
2. Assist Referee with set up of equipment for league games.
3. Start and end games according to the schedule, rules, and weather cancellation policy.
4. Communicate with participants in a professional manner.
5. Follow guidance of referee regarding scoring and score changes.
6. Assist Referee with clean-up the gym area and equipment and the end of league play.
7. Record Scores and report games officiated.
8. Report incidents and concerns to the Recreation Coordinator in a timely manner.
9. Other duties as assigned by the Recreation Coordinator.

QUALIFICATIONS (ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES)

1. Must be 15+ years old.
2. Strong leadership and decision-making skills.
3. Strong communication skills
4. Knowledge of Port Washington Recreation Department Men's Basketball rules.

More info online at portwashington.recdesk.com under the Job Opportunities tab

Days/Hours: Thursdays 7:00-10:00 PM; November 4, 2021 – March 10, 2022

Closing Date: Until Filled

Starting Rate: \$15/ Per Hour

The City of Port Washington is an Equal Opportunity and Reasonable Accommodation Employer.